



**Department of Workforce Services
Utah Office of Child Care
Advisory Committee Meeting
140 E 300 S - Salt Lake City
10:00 a.m. to Noon
Room 211 A & B
September 10, 2003**

Presiding: Peter Corroon, Chair

Time	Agenda Item	Presenter
10:00 a.m. – 10:05 a.m. 1.	Welcome	Peter Corroon
10:05 a.m. – 10:10 a.m. 2.	Approval of past minutes <ul style="list-style-type: none">• July Full Meeting• August Executive Committee	Peter Corroon
10:10 a.m. – 10:10 a.m. 3.	Sub-Committee Reports: No Sub-Committee meetings this month	
10:10 a.m. – 10:25 a.m. 4.	Licensing Report <ul style="list-style-type: none">• Top Ten deficiencies by provider type	Deb Wynkoop
10:25 a.m. – 10:45 a.m. 5.	Director's Report..... <ul style="list-style-type: none">• Role of Sub-Committees• 2003 Work/Life Awards• Interim Committee Schedule for September	Lynette Rasmussen
10:45 a.m. – 10:55 a.m. 6.	Reorganization of the Early Childhood Council.....	Al Romeo
10:55 a.m. – 11:10 a.m. 7.	Professional Development Institute Project.....	Cynthia Talbot-Holz
11:10 a.m. – 11:25 a.m. 8.	Child Care Eligibility Study Update.....	OCC Staff
11:25 a.m. – 11:40 a.m. 9.	Reauthorization.....	Sarah Brenna
11:40 a.m. – 11:50 a.m. 10.	Old & New Business, Chair Comments.....	Peter Corroon
11:50 a.m. – 12:00 p.m. 11.	Public Comment	

ADJOURN

Attending: (*denotes voting member)

*Pete Maiden	Jennifer Young
*Hydee Willis	Scott Anderson
*Annabel Sheinberg	*Carrie Stott
*Karen Crompton	*Lori Maughan
*Judie Erickson	*Richard Starley
*Sheila Lewis	*Elyce Mouskondis
*Tina Jensen	*Erin Trenbeath-Murray
Karen Silver	*Peter Corroon
*Deb Wynkoop	*Lynette Rasmussen
*Bobbie Ikegami	Cynthia Talbot-Holz
Ann Stockham	Konnie Parke
Jana Forsgren	Heather Merrill
Jessica Strout	Johnny Anderson
Colleen Fitzgerald	Amie Huffman
Teresa Whiting	Christi Christian
	Al Romeo

Excused:

*Marion Hein
*Denise Richins
*Carmen Robinson

ITEM 1: Welcome

Peter shared a quote:

“If we continually try to force a child to do what he is afraid to do, he will become more timid, and will use his brains and energy, not to explore the unknown, but to find ways to avoid the pressures we put on him. If, however, we are careful not to push a child beyond the limits of his courage, he is almost sure to get braver.”

JOHN HOLT, *How Children Learn*, 1967

ITEM 2: Approval of past minutes

MOTION to approve minutes Erin Trenbeath-Murray
SECOND- Deb Wynkoop
CARRIED

ITEM 3: Sub-Committee Reports

There were no Sub-Committee Meetings this month

ITEM 4: Licensing Report: Top 10 deficiencies by Provider Type

Current # of facilities by type:

Center Child Care	271
Licensed Family Child Care	810
Licensed Family Group Child Care	239
Residential Certificate Child Care	1,317
Hourly Child Care	59
Total	2,696

- There is a increase of about 5,000 providers from last year
- The largest increase is in the Residential Certificate category

Top Ten Deficiencies (refer to handout for detailed rule description and rule #)

Centers # of deficiencies statewide in 2002

- Outside cushioning 54
- Child health records not updated 41
- Space and equipment not maintained 41
- Peeling wallpaper, cracked plaster, etc. 35
- Outdoor fall zones 31
- Chemicals accessible to children 27
- 20 hrs of training not complete 26
- Fire and disaster drills not practiced 23
- First-aid kit not in vehicles 20
- Indoor cushioning 19

Family and Family Group

- Fire and disaster drills not practiced 89
- Fire extinguishers and smoke detectors not in home or in working order 86
- Child's immunization records not updated 78
- Child's health records not updated 69
- Space and equipment not maintained 65
- ---- 56
- Hot water set at over 120* 52
- One caregiver at all times who should have CPR training. 51

- Caregiver not possessing Food Handler's Permit 50
- 20 hours of training not complete 45

Residential Certificate (RC)

- Fire extinguishers and smoke detectors not in home or in working order 147
- No admission agreements on file 89
- Child's immunization records not updated 87
- Caregiver not possessing Food Handler's Permit 77
- No safe outdoor play space 71
- Dangerous items accessible to children 58
- Hot water set at over 120* 55
- Equipment and furniture not in good Condition. 40
- Emergency phone #s not posted 39
- Pet Vaccination records not updated 38

Hourly

- Tuberculosis testing not done for caregivers 16
- Written emergency and disaster plan not Not posted 13
- One caregiver at all times who should have CPR training 12
- 10 hours of training not complete 12
- Orientation training not complete 10
- BCI records not maintained 5
- Dangerous items accessible to children 4
- First Aid and Bodily Fluid Clean-up kit not Maintained 4
- Caregiver not possessing Food Handler's Permit 4

Questions:

How many facilities are visited every year?

Every program is visited at least once a year.

What is the consequence of being cited a deficiency?

The program needs to write a plan of action form and submit it to licensing. There is a follow-up visit by the licenser to be sure the plan of action was implemented.

What makes a licensed hourly program different from a drop-off program in a grocery store?

If the children are not allowed in an area with the parent or the parent is unable to get to a child right away, the program needs to be licensed.

What is the reason in the huge growth of RC providers in the past year?

Most food programs are now requiring all caregivers to at least hold a Residential Certificate to participate in the food program. This is causing a hardship for caregivers like a Grandma who may only be caring for 2 grandchildren. Licensing is looking at creating a new provider type for relative providers. It will be the Relative Provider Registration. There will be one home inspection done by a licensor, a background check and a SAFE check done on all residents of the household over the age of 10, and physical examination requirement, 5 hours of training required, and the providers will have to follow ratio regulations. This is a baby step towards the safe care of children in relative homes.

Why does there seem to be higher deficiency rates among the RC providers?

One reason is the language and cultural barrier. There are many RC providers who speak languages other than English and Spanish. It is difficult to do unannounced licensing visits if you need to have a translator present.

Can there be a box on the licensing application that asks what language the provider speaks?

Licensing is currently discussing that issue.

Annabel feels that licensing should make the cultural issues a priority. All children should receive the same quality of care regardless of their culture and language.

Are number of deficiencies going up or down?

In 1997 when the unannounced visits started the top deficiency was ratios. Now ratios isn't in the top ten at all. This shows that providers are trying. Although the deficiencies are important, a lot of the top ten are simple to correct.

How is capacity determined?

It's 35 square foot per person. A center may have a capacity for 27 but have 39 children enrolled because some of the children are part-time or in school half a day. In a reverse situation, a provider may have a capacity for 16, but only enroll 12 because they choose to only care for 12.

Because of situations like the two above, it is difficult to determine how many children are actually in care. OCC can determine vacancy rates based on licensed capacity and the empty slots data provided by the CCR&R. It is difficult to determine the number of children being served without calling all 3,000 programs in one day and asking how many children they are caring for at that moment.

At next month's meeting we can gather the CCR&R quarterly reports and present them to the Advisory Committee.

Are children in child care with special needs tracked?

No. However, the CCR&Rs have a field in the NACCRRAware system that asks providers if they have special training or experience with certain special needs. The CCR&R can track calls from parents requesting providers with training or experience in special needs care.

Summary of Child Care Licensing Committee Meeting

- New chairperson is Erin Trenbeath-Murray and Co-chair Colleen Larsen
- There is information available on-line about all of the toys and children furniture that have been recalled. The website address is www.kidsindanger.org.
- NAFCC accredited programs were approved for deemed status. That means that any program that becomes NAFCC accredited will not need to have a licensing visit for that year.
- Voluntary Relative Provider Registration- Most food programs are now requiring all caregivers to at least hold a Residential Certificate to participate in the food program. This is causing a hardship for caregivers like a Grandma who may only be caring for 2 grandchildren. Licensing is looking at creating a new provider type for relative providers. There will be one home inspection done by a licenser, a background check and a SAFE check done on all residents of the household over the age of 10, and physical examination requirement, 5 hours of training required, and the providers will have to follow ratio regulations. This is a baby step towards the safe care of children in relative homes.
- Licensing is looking at determining what is an administrative rule versus a policy. The first subject that will be clarified is the Consent to Enter and Inspect rule and to decide what the ramifications of not allowing a licenser into a facility are.
- Discussion on federal food program National Disqualification criteria- if a provider or food sponsor has chronic non-compliance, they go on a list for 7-years that disqualifies them from the food program. If they are on that list, should they have a license from the state? Licensing is currently looking at this issue.
- Disaster preparedness for providers- licensing is looking at requiring programs to have some sort of disaster preparedness in place. Deciding on how many days they should be prepared for and what best practice should be.

ITEM 5: Director's Report

Role of Sub-Committees

OCC feels that they cannot take on any new projects this year. They are concerned that the Sub-Committees were misdirected at the Advisory Retreat when they broke into groups and asked to make a list of projects for the year. The Executive Committee agrees that the Sub-Committees exist to support OCC and that the Sub-Committees should not be the driving force but should meet as OCC Staff requests. Lynette wanted to bring that decision to the full Advisory Committee to be sure they don't disagree. Lynette welcomes everyone to continue to share their ideas with the understanding that the idea will go on a future project list and won't be forgotten, but that OCC cannot work on it right now.

Work/Life 2003

Nominations open September 24, 2003. The DWS Employer Summit is September 25 at the West Jordan Salt Lake Community College Campus. There will be workshops for employers in the morning, workshops for people looking for employment mid-day, and in the afternoon there are workshops for youth who are trying to plan their career.

Interim Committee Schedule for September

Office of Child Care is on the agenda to present the Child Care Eligibility Simplification Study. OCC will present on Sept. 17 at 3:00 pm.

ITEM 6: Reorganization of the Early Childhood Council

Al Romeo, Program Manager
Child, Adolescent and School Health Program
Maternal and Child Health Bureau, DCFHS
Utah Department of Health

This council was started about 1 ½ ago and is being re-structured to run more effectively. There will be an Executive Committee and a full board. The Executive Committee will be comprised of a broad group of people from throughout the state and a dedicated staff member. This staff member is funded through a two-year grant. The staff person will be the liaison between the Executive Committee chairs and the full committee. Currently there are many government agency representatives. However, the goal of the Early Childhood Council is to include private and non-profit organizations as well. They are also trying to bring in some parent representatives.

The purpose of the council is to look at what the system is doing, focus on what is working and where the gaps are, then to refine what is broken.

ITEM 7: Professional Development Institute

Cynthia Talbot-Holz
Director of Sponsored Projects
Salt Lake Community College

This will be a great partnership for both Salt Lake Community College and the Office of Child Care. Some purposes of this partnership are:

- SLCC will have the opportunity to write grants for professional development projects. They recently wrote for a Federal grant with the Utah Family Center. If Utah receives the grant, part of the money will go to a scholarship program at SLCC for child care providers who are interested in an AS Degree, AAS Degree, One-Year Certificate, or CDA Credential Track in Early Childhood Development.
- The Annual Child Care Provider's Professional Development Conference will be held at SLCC.

The college will work closely with the Provider Associations to organize the conference.

- Career Ladder and Training & Longevity Supplement awards will be processed at the college.
- SLCC will print and mail the Quarterly Training Calendar
- Teresa Whiting of OCC will move her office to SLCC. She will be working on:
 - A training program to certify Career Ladder trainers
 - Expanding Career Ladder Training beyond the courses offered at the Child Care Resource and Referral Agencies
 - Looking for funding other than CCDF funds for Professional Development
 - Looking at ways to use Career Ladder training for college credit

Questions:

How will this be announced to the public?

OCC spoke about this at the Towne Meetings and in our State Plan Public Hearings. There will be a mass mailing to all licensed and licensed exempt child care programs. Lynette has spoken to the college about doing a press release and they are excited about doing that.

When the college receives money by grants or fund-raising will OCC be able to use it for match?

As long as it is not Federal Money, yes.

Is anyone exploring creative ways for child care providers to complete lab time to complete their degree?

It is understood that that issue is a barrier for child care providers. This is being discussed at the college and OCC will follow-up.

What about Rural providers?

The college has an electronic network. They are working on distance educations and are doing some negotiating with Southern Utah University. The college has programs throughout the country and is the 13th largest college in the nation. SLCC is also working on translating current curriculum into Spanish.

Lynette wanted to mention that Cynthia was on the first committee to work on the Career Ladder program and she has a degree in Early Childhood.

ITEM 8: Child Care Eligibility Study Update

Recommendations for the Child Care Eligibility Simplification Study were delivered on July 30 to the Executive Director's Office. (Refer to Executive Summary handout for details on recommendations) They were well received and everyone was supportive of the ideas. Raylene Ireland, DWS Executive Director, has given permission to continue studying the recommendations and to go ahead and begin the short-term changes. OCC is targeting implementation of the short-term changes on January 1, 2004. There will be a Child Care Experts workgroup created to develop the new policy. These changes will have a positive impact on DWS employees, customers, and child care providers. For a copy of the

Executive Summary or Full Report of the study, contact the Office of Child Care.

ITEM 9: Reauthorization

Sarah Brenna
Public Affairs & Legislative Officer
Department of Workforce Services

The Senate Finance Committee met. There were many amendments offered. Sarah doesn't know yet which ones were approved.

What we know:

- Tougher work requirements, more participation, increase what parents need to do to receive TANF financial assistance. Senator Snow will be submitting an amendment that increases child care funding significantly. Karen Crompton heard that the dollar amount is 6-7 billion. Senator Hatch will vote against anything that is not significant.
- Employment credit counts toward a family member who is caring for a disabled child. There will be verifications required.
- Allows states, if they can afford it, to increase the amount of child support that goes to the parent.

Proposed Amendments:

- Allow families to stay in school for 2 years instead of 1.
- Senator Kerry is proposing that in financial cases, families have to participate in an employment plan. If they fail to participate because they aren't able to find child care, we will not close their case.

ITEM 10: Old & New Items, Chair Comments

Nothing to report this month.

ITEM 11: Public Comment

Health Insurance for providers- Jennifer has been trying to get information together to make a pamphlet for providers. Jennifer suggests that the Provider Associations sign up for insurance as a non-profit group to provide insurance for providers.

The Central Region Workforce Services Council is looking to recruit small business people. Karen would like to suggest a child care provider. Karen will contact Sheila Lewis to find someone to be on the

council.

Steps to the Stars has been pushed back to July. There are staffing and training issues and we are not ready to launch. We would like to be completely prepared before we jump into it.

The new School-Age Career Ladder and Training and Longevity Supplement information will be mailed out the end of the month, or middle of October at the latest.

On October 18 UPCCA is having a conference for child care managers only. It is at the Salt Lake Community Larry H Miller Campus, by the Sandy City Hall.

Jump Start Training for School-Age Programs will be September 19. Log on to USACA.org for more information.

Adjourn